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**From:** Greenwalt, Sarah [greenwalt.sarah@epa.gov]  
**Sent:** 6/4/2017 9:46:27 PM  
**To:** Dravis, Samantha [dravis.samantha@epa.gov]; Kasman, Mark [Kasman.Mark@epa.gov]; Davis, Gail [Davis.Gail@epa.gov]; Hupp, Millan [hupp.millan@epa.gov]  
**CC:** Kime, Robin [Kime.Robin@epa.gov]; Edwards, Crystal [Edwards.Crystal@epa.gov]; Gunasekara, Mandy [Gunasekara.Mandy@epa.gov]; Chmielewski, Kevin [chmielewski.kevin@epa.gov]; Jackson, Ryan [jackson.ryan@epa.gov]  
**Subject:** RE: UPDATED 01Jun - Travel Receipt for GREENWALT/SARAH A Travel date 05Jun

Sorry for any confusion, but I will be flying out of Bologna with the rest of the team.

Crystal – please get with Gail to make sure I'm on the same flight as Kevin and Millan and the rest. If my hotel room in Bologna for the 12th has already been given away, Millan has graciously offered to let me stay in her room. This means, of course, that I will not be needing a hotel room in Rome on the night of the 12th.

Mark, were you able to secure pick up for Sam, Mandy, and me upon our arrival in Rome? Thanks again for checking into that.

**Sarah A. Greenwalt**

Senior Advisor to the Administrator  
for Water and Cross-Cutting Issues

U.S. Environmental Protection Agency  
Work: 202-564-1722 | Cell: 202-816-1388  
Greenwalt.Sarah@epa.gov

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**From:** Dravis, Samantha  
**Sent:** Sunday, June 4, 2017 4:37 PM  
**To:** Kasman, Mark <Kasman.Mark@epa.gov>  
**Cc:** Greenwalt, Sarah <greenwalt.sarah@epa.gov>; Kime, Robin <Kime.Robin@epa.gov>; Edwards, Crystal <Edwards.Crystal@epa.gov>; Gunasekara, Mandy <Gunasekara.Mandy@epa.gov>; Chmielewski, Kevin <chmielewski.kevin@epa.gov>; Jackson, Ryan <jackson.ryan@epa.gov>  
**Subject:** Re: UPDATED 01Jun - Travel Receipt for GREENWALT/SARAH A Travel date 05Jun

Mandy and I are staying at the G7 after the administrator leaves. I made that clear on Friday. I do not know what the hangup is here. The schedule is that Mandy and I are staying back with Jane after the administrator leaves.

Sent from my iPhone

On Jun 3, 2017, at 2:30 PM, Kasman, Mark <[Kasman.Mark@epa.gov](mailto:Kasman.Mark@epa.gov)> wrote:

Hi Sarah,

From what I last heard, you are now mirroring the schedule of Samantha and Mandy. While OITA had been told by Advance that nobody will be going back through Rome, Samantha has made arrangements to fly back through Rome rather than Bologna. As I understand it, now you, Samantha, and Mandy will go to Rome on the 12th and fly back on the 13th.

Happy Travels, Mark

Sent from my iPhone

On Jun 2, 2017, at 8:21 PM, Greenwalt, Sarah <[greenwalt.sarah@epa.gov](mailto:greenwalt.sarah@epa.gov)> wrote:



I think I'm supposed to fly back on the 11th. And I was just told that we're supposed to fly out of BLQ and not Rome (because the Administrator is now flying out of Milan we don't have justification for going back to Rome).

Sent from my iPhone

Begin forwarded message:

**From:** "Greenwalt, Sarah" <[greenwalt.sarah@epa.gov](mailto:greenwalt.sarah@epa.gov)>  
**Date:** June 2, 2017 at 8:17:21 PM EDT  
**To:** "Kasman, Mark" <[Kasman.Mark@epa.gov](mailto:Kasman.Mark@epa.gov)>, "McMurray, Forrest" <[mcmurray.forrest@epa.gov](mailto:mcmurray.forrest@epa.gov)>, "Hupp, Millan" <[hupp.millan@epa.gov](mailto:hupp.millan@epa.gov)>  
**Subject:** Fwd: UPDATED 01Jun - Travel Receipt for GREENWALT/SARAH A Travel date 05Jun

Hey Mark, my ticket doesn't match the chart that Forrest just showed me. I'm not sure what's correct, but I'm worried that something is messed up. Who do I need to talk to about this or what do I need to do (if anything) to get it resolved.

Sorry to bother you while traveling.

Sent from my iPhone

Begin forwarded message:

**From:** <[EPA@BCDTRAVEL.COM](mailto:EPA@BCDTRAVEL.COM)>  
**Date:** June 1, 2017 at 8:00:06 PM EDT  
**To:** <[EDWARDS.CRYSTAL@EPA.GOV](mailto:EDWARDS.CRYSTAL@EPA.GOV)>, <[EPA@BCDTRAVEL.COM](mailto:EPA@BCDTRAVEL.COM)>, <[GREENWALT.SARAH@EPA.GOV](mailto:GREENWALT.SARAH@EPA.GOV)>  
**Cc:** <[KIME.ROBIN@EPA.GOV](mailto:KIME.ROBIN@EPA.GOV)>  
**Subject:** UPDATED 01Jun - Travel Receipt for GREENWALT/SARAH A Travel date 05Jun

TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change.  
Travelers are responsible for verifying all fees charged by individual carriers.  
**Please visit the operating carrier website of your ticketed itinerary for applicable fees.**

To view your trip via Viewtrip, please click [here](#)

[Printer Friendly](#)

Total Amount: 2,086.36 USD

This ticket information applies to the following trip(s):

Delta Air Lines Flight 3433 from Washington DC to New York NY on June 05 (**Operated by Endeavor Air Dba Delta Connection**)

Delta Air Lines Flight 444 from New York NY to Rome on June 05

Delta Air Lines Flight 445 from Rome to New York NY on June 13

Delta Air Lines Flight 4153 from New York NY to Washington DC on June 13 (**Operated by Endeavor Air Dba Delta Connection**)

## Ex. 6 - Personal Privacy

Traveler

GREENWALT / SARAH A

**Reference number by traveler:** TAA04GP5

Date	From/To	Flight/Vendor	Status	Depart/Arrive	Class/Type
<a href="#">06/05/2017</a>	DCA-JFK	DL 3433*	Confirmed	02:40 PM/03:57 PM	Economy / K
<a href="#">06/05/2017</a>	JFK-FCO	DL 444	Confirmed	07:35 PM/10:20 AM +1	Economy / K
<a href="#">06/13/2017</a>	FCO-JFK	DL 445	Confirmed	12:30 PM/04:22 PM	Economy / K
<a href="#">06/13/2017</a>	JFK-IAD	DL 4153*	Confirmed	06:30 PM/08:17 PM	Economy / K

[Add to Calendar](#)

Delta Air Lines Flight DL3433 Economy

Onli

Depart: Ronald Reagan National, Terminal B  
Washington, District of Columbia, United States  
02:40 PM Monday, June 5 2017

Arrive: John F Kennedy Intl, Terminal 4  
New York, New York, United States  
03:57 PM Monday, June 5 2017

Duration: 1 hour(s) and 17 minute(s) Non-stop  
Status: Confirmed - Delta Air Lines Record Locator: HQQ6IS  
Equipment: Canadair Regional Jet 900  
\*Operated By: Endeavor Air DbA Delta Connection  
Seat: Assigned at Check-in  
Distance: 212 miles / 341.108 kilometers  
CO2 Emissions: 116.6 lbs/53 kgs

Remarks: NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOC  
FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE  
CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY.  
PLEASE CHECK [WWW.DELTA.COM](http://WWW.DELTA.COM)

Delta Air Lines Flight DL444 Economy

Onli

Depart: John F Kennedy Intl, Terminal 4  
New York, New York, United States  
07:35 PM Monday, June 5 2017

Arrive: Fiumicino, Terminal 3  
Rome, Italy  
10:20 AM Tuesday, June 6 2017

Duration: 8 hour(s) and 45 minute(s) Non-stop  
Total duration: **13 hour(s) and 40 minute(s) including layover(s)**  
Status: Confirmed - Delta Air Lines Record Locator: HQQ6IS

Meal: Dinner  
Equipment: Airbus Industrie A330-300  
Seat: 31B (Non smoking, Aisle) Confirmed  
Distance: 4263 miles / 6859.167 kilometers  
CO2 Emissions: 1,594.36 lbs/724.71 kgs

Remarks: NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOC

## Delta Air Lines Flight DL445 Economy

[Onlin](#)

Depart: Fiumicino, Terminal 1  
 Rome, Italy  
 12:30 PM Tuesday, June 13 2017

Arrive: John F Kennedy Intl, Terminal 4  
 New York, New York, United States  
 04:22 PM Tuesday, June 13 2017

Duration: 9 hour(s) and 52 minute(s) Non-stop  
 Status: Confirmed - Delta Air Lines Record Locator: HQQ6IS

Meal: Lunch  
 Equipment: Airbus Industrie A330-300  
 Seat: 30C (Non smoking) Confirmed  
 Distance: 4263 miles / 6859.167 kilometers  
 CO2 Emissions: 1,594.36 lbs/724.71 kgs

Remarks: NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOO

## Delta Air Lines Flight DL4153 Economy

[Onlin](#)

Depart: John F Kennedy Intl, Terminal 4  
 New York, New York, United States  
 06:30 PM Tuesday, June 13 2017

Arrive: Dulles Intl  
 Washington, District of Columbia, United States  
 08:17 PM Tuesday, June 13 2017

Duration: 1 hour(s) and 47 minute(s) Non-stop  
 Total duration: **13 hour(s) and 46 minute(s) including layover(s)**  
 Status: Confirmed - Delta Air Lines Record Locator: HQQ6IS

Equipment: Canadair Regional Jet  
 \*Operated By: Endeavor Air DbA Delta Connection  
 Seat: 09C (Non smoking, Aisle) Confirmed  
 Distance: 227 miles / 365.243 kilometers  
 CO2 Emissions: 124.85 lbs/56.75 kgs

Remarks: NO FREQUENT FLYER IN YOUR PROFILE FOR CARRIER BOO

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT  
 THE BCD TRAVEL TEAM AT 1-866-964-1346  
 FOR OUTSIDE THE US CALL COLLECT 770-829-2609  
 FOR THE HEARING IMPAIRED- PLEASE DIAL 711  
 TO ACCESS RELAY SERVICE- PROVIDE PHONE  
 NUMBER OF 1-866-964-1346 TO ACCESS TRAVEL  
 DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR  
 PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO  
 CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST  
 48 HOURS PRIOR TO SCHEDULED DEPARTURE  
 PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN  
 ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS  
 THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.  
 THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO  
 INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC  
 CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE  
 RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

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CHECK [WWW.CDC.GOV/TRAVEL](http://WWW.CDC.GOV/TRAVEL) FOR TRAVEL HEALTH ADVISORIES  
 PROPER DOCUMENTATION IS REQUIRED FOR ENTRY INTO  
 ARRIVAL COUNTRY

CHECK [WWW.DHS.GOV/TRAVEL-ALERTS](http://WWW.DHS.GOV/TRAVEL-ALERTS)  
 FOR COUNTRY TRAVEL ADVISORIES

CONTACT THE DESIGNATED GOVERNMENT AGENCY IN YOUR  
 COUNTRY OF CITIZENSHIP FOR PASSPORT/VISA REQUIREMENTS.  
 TRAVEL INTO U.S. MAY REQUIRE ESTA AUTHORIZATION.  
 VISIT [HTTPS://ESTA.CBP.DHS.GOV](https://esta.cbp.dhs.gov) FOR DETAILS.

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE  
 FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL  
 ELECTRONIC TICKET/S/ WILL BE ISSUED FOR THIS TRIP  
 AIRPORT FEES MAY BE COLLECTED UPON ARRIVAL  
 OR DEPARTURE.

CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL  
 WITH YOUR TRAVEL CONSULTANT OR THE AIRLINES WEBSITE.

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DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK

01Jun/06:59PM

TRAVELER NOTICE – Please check with your carrier(s) for travel documents required (VISA, etc.) and security requirements regarding permitted and prohibited articles and goods to your travel.

Estimated trip total				2,0
Air	Car	Hotel	Rail	Other
2,046.46 USD				
Fare details: Ticketed				
Vendor	Fare information	Refund restrictions before departure	Change restrictions after ticketing	Ticket info

Air DL3433* 05Jun DL444 05Jun DL445 13Jun DL4153* 13Jun	<b>Total:</b> <b>USD 2,046.46</b>	REFUND RESTRICTIONS MAY APPLY	CHANGE RESTRICTIONS MAY APPLY	
All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation.				

## Advice to Passengers

### Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage or on your person. A violation can result in 5 years imprisonment and penalties of \$250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids, solids, oxidizers, poisons, corrosives and radioactive materials.

### Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in checked luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items **MUST** be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

Email generated on 01Jun/11:59 PM UTC

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### Terms and Conditions

<Travel Receipt Communication Attachment - NPQT30 - June 5 2017.PDF>